

CITY OF DETROIT FISCAL 2004/05 BUDGET

AGENCY 33 MAYOR'S OFFICE

MISSION

The City of Detroit Executive Office mission is to execute the Mayor's vision to provide customer service excellence for citizens, businesses and tourists alike. The mission is carried out through a collaborative effort of all mayoral executive staff members. Primary objectives are to address constituent concerns and implement new initiatives with efficiency and professionalism.

The mission of the Neighborhood City Halls is to serve as a superior neighborhood resource center that links the community, businesses, government and schools to provide safe, clean and economically sound neighborhoods. This will improve the quality of life for those who live, work, and visit the City of Detroit.

DESCRIPTION

The Executive Office is the administrative component of the Executive Branch of city government. The Mayor serves as Chief Executive Officer of City activities, conservator of the peace, and coordinator of the functional grouping of City agencies. The Mayor's Chief Operating Officer, Chief of Staff and Chief Administrative Officer provide support and direction to city departments with relation to the Mayor's vision and initiatives. Other Executive Office staff members, which include community liaisons, governmental liaisons, office management, directors, constituent relations and support staff are involved in the day-to-day administration of routine executive office duties, special projects and community oriented events.

Neighborhood City Halls provide a variety of quality and cost-effective services to Detroit residents to enhance communication between City officials and citizens, and to stimulate community awareness. The Neighborhood City Halls are the liaison between the Mayor's Office, City departments and citizens.

GOALS

1. Implement and administer the Mayor's vision and initiatives.
2. Implement and administer customer service excellence to City of Detroit citizens.
3. Implement and administer services that restore financial solvency.
4. Implement and administer services that result in business development and growth.
5. Provide policy direction and support to department directors and deputies.

DEPARTMENTAL FINANCIAL INFORMATION

	GENERAL FUND	TOTAL
EXPENDITURES	\$10,510,110	\$10,510,110
REVENUES	<u>0</u>	<u>0</u>
NET TAX COST	\$10,510,110	\$10,510,110
POSITIONS	98	98